



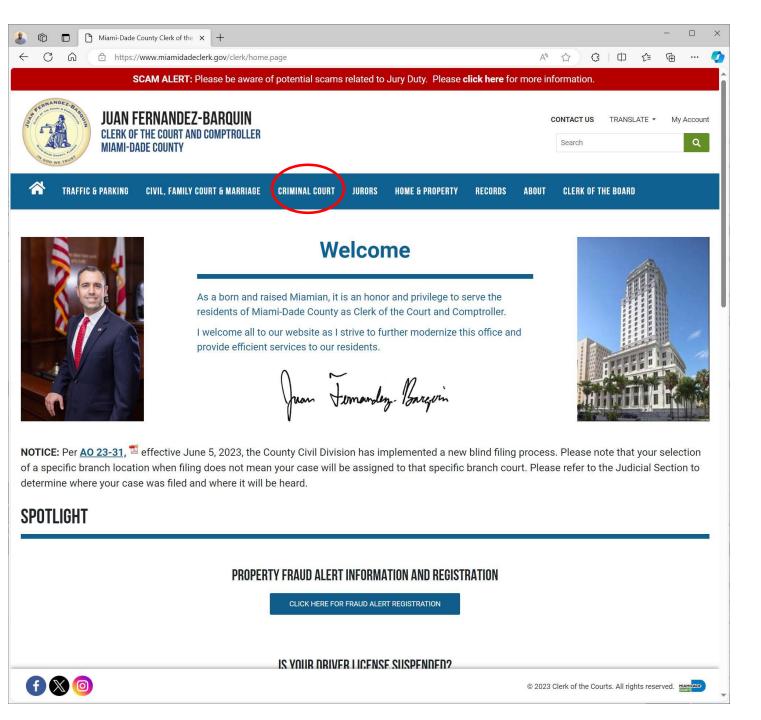
# Miami-Dade Clerk of the Court and Comptroller Online Access

- Online access to court information and images for Civil, Family, and Probate cases was implemented in 2015 and agencies have had access to online images in accordance with the Florida Supreme Court security matrix. This was accomplished by accessing images of documents that were scanned into the Odyssey court case management system.
- In April 2023, we expanded the online accessibility to include Traffic case information and images. This was achieved by accessing images that were scanned into the SPIRIT court case management system.
- In September 2023, we expanded the online accessibility to Criminal case information. Since CJIS is still a paper based system, in order to provide access to criminal images we have utilized images previously received through the ePortal, and through the Criminal Filing Application that is being used to provide images to be ingested into Benchmark.



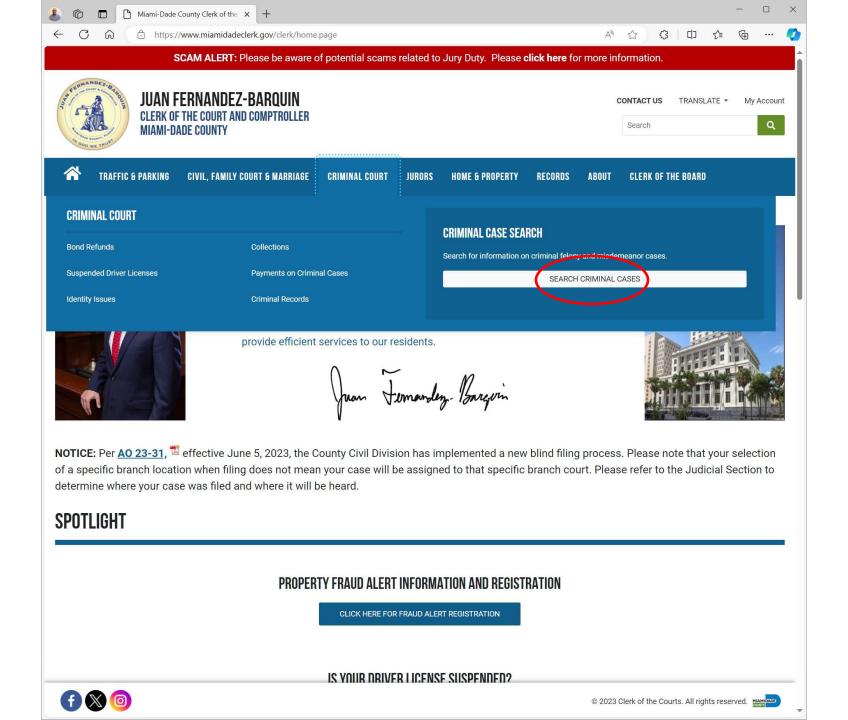
# ONLINE CASE SEARCH

- The current Online Case Search applications access are tied to the State
  of Florida Technology Standards and the current Active Security Matrix
  (ASM) designating the roles and permissions allowable for viewing of
  court records.
- Currently COIN only allows the attorney of record, SAO, and Judges access to images.



#### To access the Criminal images:

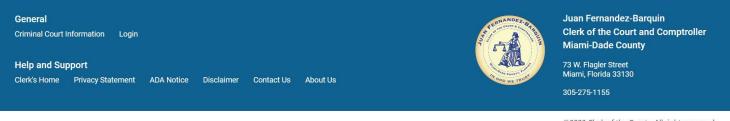
- 1. Go to our website: <a href="https://www.miamidadeclerk.gov">www.miamidadeclerk.gov</a>.
- 2. Click on Criminal Court.
- Click on Search Criminal Cases.
- 4. Click on Case Search.
- 5. Enter the case information and click the SEARCH button.



FERNANDEZ.

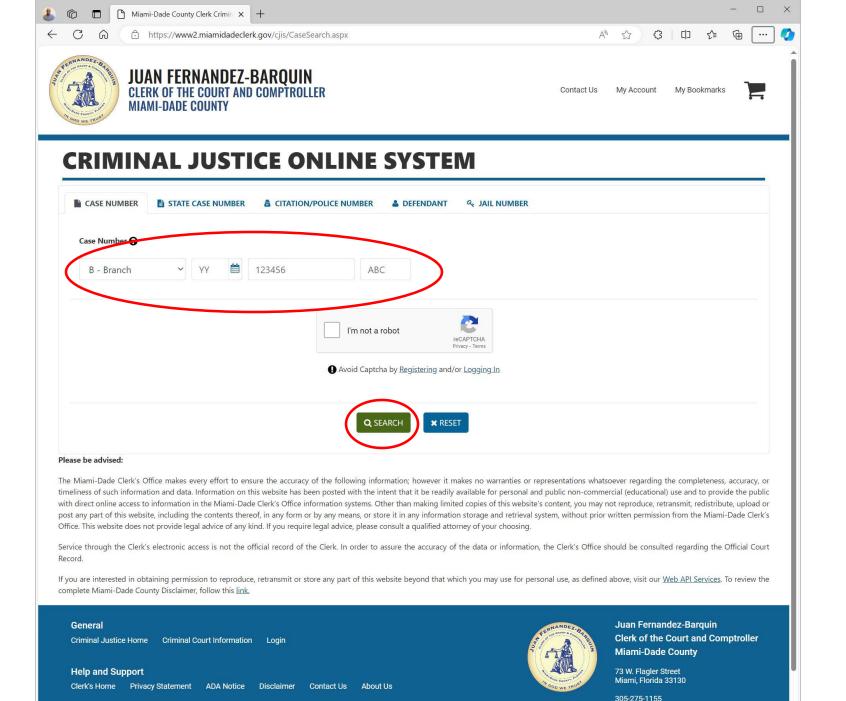




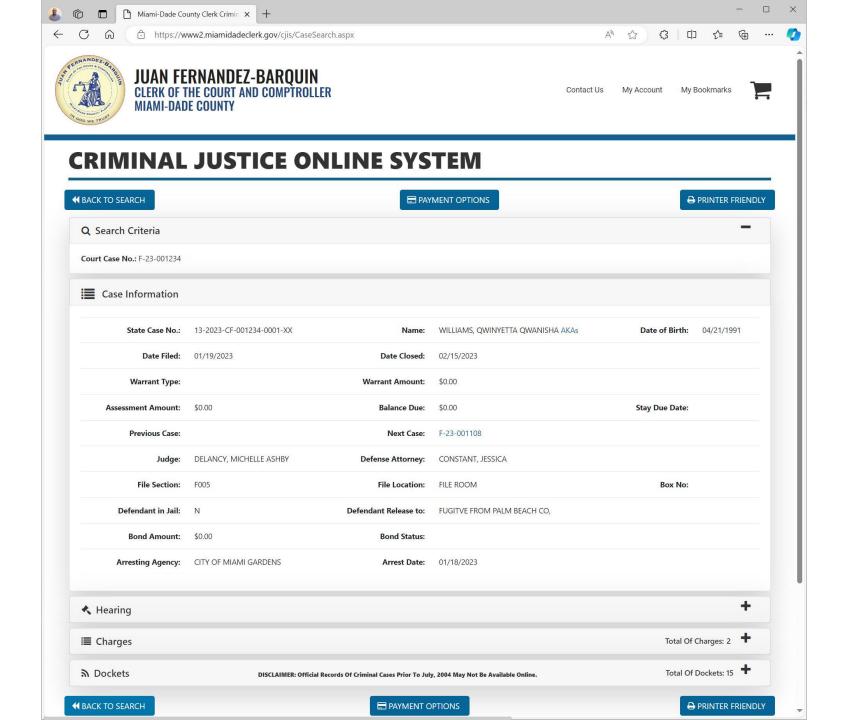


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## CRIMINAL IMAGES ON THE WEB



## **Functionality Overview**

- Expanded functionality within the existing in- house developed On-Line Case Search (OCS) applications will provide additional access to available Felony and Misdemeanor Court case types.
- Criminal Case information and associated eFiled and scanned documentation including recorded documents will be available for viewing. In the future Case information and available images for Felony, Misdemeanor and Branch cases that are not sealed or expunged will be returned based on the Access Security Matrix (ASM) role for viewing rights.
- Felony eFilings since May 2020, and Misdemeanor eFilings since June 2021 will be available for viewing online, in addition to documents scanned through the Criminal Filing Application.

## CRIMINAL IMAGES ON THE WEB

#### Information Available

- The following case information and available documents will now be made available online for the Attorney of Record, the State Attorney's Office and Judges:
  - Arrest Form / Arrest form summary
  - Demand for Discovery
  - Notice of Appearance(s)
  - Judge Orders / Motions
  - Case Information Filed through ePortal
  - Pleas, waivers, dismissals
  - Final Judgments
- Ability to view defendant Payment Plan information (as applicable).
- Purchase of criminal certified copies online.



# REGISTRATION REQUIRED

- The Online Case Search application is tied to the roles and permissions outlined within the ASM. Users who **Register** will be able to view the documents and associated images based on their role at no cost.
- Users who access information under "Anonymous" will have the least amount of information available. Therefore, it is encouraged that users register to ensure they can view applicable documents and images as defined within the ASM.
- The 'Attorney of Record' role will be determined by comparing the bar number of the logged-on attorney to the bar number of the defense attorney in the criminal case being sought. If the bar numbers match, the logged-on attorney is the attorney of record and will have access to all images available for the case. If not, the logged-on attorney will be considered a regular registered user and will only have access to images of recorded documents.

As recommended by the Florida Courts Technology Commission and to facilitate appropriate differentiated levels of access to court records, the Florida Supreme Court has adopted Standards for Access to Electronic Court Records and an Access Security Matrix.

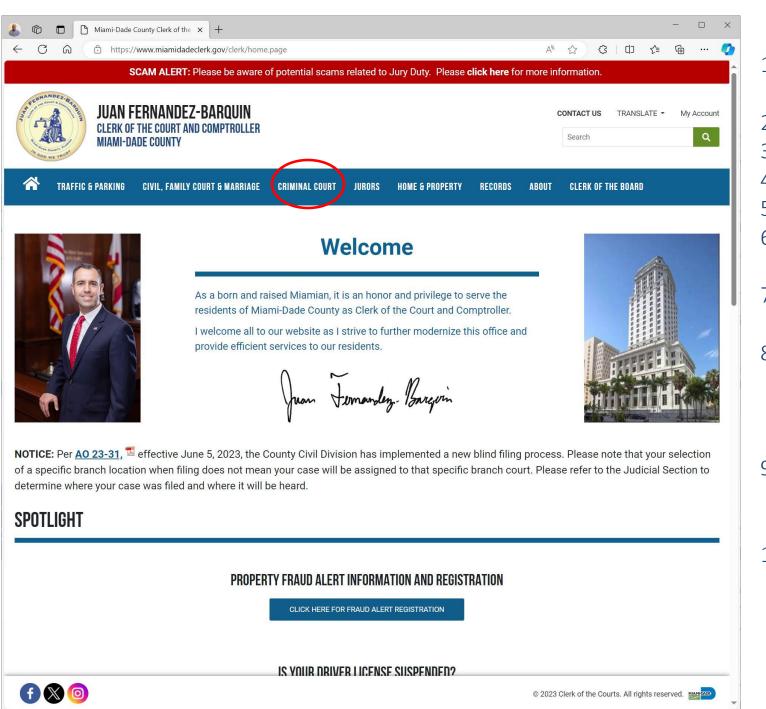
|   |         | Access Security Matrix (January 2023 v13) User Role (Subscribers)                                      |  |                    |            |                                      |                                     |                                      |  |                                   |                                  |                                  |                                 |  |                               |                      |          |   |
|---|---------|--|--|--------------------|------------|--------------------------------------|-------------------------------------|--------------------------------------|--|-----------------------------------|----------------------------------|----------------------------------|---------------------------------|--|-------------------------------|----------------------|----------|---|
| Key to access codes  A = All but expunged, or sealed under Ch. 943, F.8.  B = All but expunged, or sealed under Ch. 943, F.8., or sealed by court order   |         | court and clerk's office personnel,<br>he Florida Bar (internal access by<br>thorization)              | s, Office of Statewide<br>of the Attorney General                                      | 70                 |            | pistered users                       |                                     | lon agreement)                       | ndes, Florita<br>ida Department of<br>ida Department of  | and Families and                  | Truancy)                         | xulik records                    | : Defender                      | l Regional Counsel   | Litem Office                  | mmission             |          | ****WOR Statute List (F.S.): 787, 794, 796, 800, 825, 827, 847, 921.244 VOR is at the case level ***Wilkewable on Request (VOR) - to ensure that information is properly removed prior to public access, som case types and document types have a special electronic security called viewable on request. Selecting an image of a court document in cases or documents coded viewable on request will not allow the user to view the record at that point. Instead, a request is generated to a clerk, who performs a second examination of |
| All but expunged, or sealed under Ch. 943 or confidential under Fla. R. Gen. Prac. & Jud. Admin. 2.420, or by court order  O – All but expunged, sealed or confidential; record images viewable upon request  — Case number, party names, dockets only  — Case number and party names only  3 – Case number only  H – No access |         | 1. Judges and authorized court and clerk<br>including personnel of The Plonida Bur (<br>authorization) | 2. Florida State Attorney's Offices, Off<br>Prosecution, and the Florida Office of the | 3. Attorneys of Ru | 4. Parties | 5. Public in Geries' offices and re- | 6. General Gov't and Const Officers | 7. General public (without registrat | A Dertified law enforcement officers of<br>state and local law enforcement ag<br>Department of Cornections, and the Pt.<br>Law Enforcement | 9. Florids Department of Children | 10. Florida School Districts (Tn | 11. Commercial purchasers of but | 12. Florida Office of the Publi | (Institutional Access only)<br>13. Office of Criminal Conflict and Ovil R<br>(Institutional Access only) | 14. Statewide Guardian ad Lit | Justice Administrati |          | the document to remove personal identification information and information about the victims of sexual or<br>child abuse crimes. After the cierk has completed, the requestor then receives a notice that the document is<br>available for viewing. Once a document has been requested and reviewed, it is available for all future<br>access without requiring a request/review.   |
| Case - Charge/Filing Description  | PRIVACY |  | _  | -                  | _          |                                      |                                     | _                                    |  | _                                 | _                                | _                                | _                               |  | -                             | -                    | UCI      |   |
| County Criminal Appeals County Criminal Appeals Sexual Abuse  | VOR     | A  | B<br>B   | 8                  | D          | D                                    | D                                   |                                      | B<br>B   | D                                 | D                                | D                                | В                               | 8  | D                             | В                    | AP<br>AP | Rule 2.420(d) & (f)<br>Rule 2.420(d) & (f), §§119.071(2)(h), 921.244, F.S., Chs. 787, 794, 796, 800, 827 & 847, F.S.  |
| County Civil Appeals  | P       | Α  | В  | В                  | В          | D                                    | C                                   | D                                    | В  | С                                 | С                                | D                                | C                               | C  | D                             | C                    | AP       | Rule 2.420(d)   |
| Prout Civil   | VOR     | Λ Λ  | B  | 8                  |            | C                                    |                                     |                                      | В  | C                                 |                                  |                                  |                                 |  |                               | B                    |          | Rule 2.420(d) & Rule 1.210<br>Rule 2.420(d), Chapter 119, F.S.& § 394.921(1)&(2), F.S.  |
| ircuit Civil Private (Sexual Abuse)   | VOR     | A  | 8  | В                  | D          | D                                    | D                                   | D                                    | В  | D                                 |                                  |                                  |                                 |  |                               | D                    |          | Rule 2.420(d)(1)(B)(xii), §§119.071(2)(h), 119.0714(1)(h), & 28.2221(5)(a), F.S.  |
| ircuit Civil - Trusts (Pre 2010)  | P       | Α  | В  | В                  | В          | C                                    | C                                   | E                                    | В  | С                                 | С                                | E                                | С                               | С  | С                             | C                    | CA       | Rule 2.420(d)(1)(B); Chapter 119, F.S. & §28.2221(5)(a), F.S.   |
| County Civil  | P       | Λ  | B  | B                  |            | C                                    | C                                   |                                      | В  | C                                 | C                                | D                                | C                               | C  | C                             | B                    | CC       | Rule 2.420(d) & Rule 1.210  |
| elony<br>elony - sexual cases   | VOR     | A  | B  | 8                  |            | 0                                    |                                     |                                      | 8  | C<br>D                            |                                  |                                  |                                 |  |                               | B                    |          | Rule 2.420(d) & Chapter 119, F.S. Rule 2.420(d)(1), §§119.071(2)(h)1.b or c, 921.244, F.S., Chs. 787, 794, 796, 800, 827, & 847, F.S.   |
| uvenie Delinguency  | C       | Α.   | 8  | В                  |            | G                                    |                                     |                                      | В  | G                                 |                                  |                                  |                                 |  |                               | В                    |          | §§985.04(1) & (2), 985.045(2), 985.036(1) & 985.11(3), F.8.   |
| County Ordinance Infractions  | Р       | Λ  | В  | В                  | В          | D                                    | С                                   | D                                    | В  | С                                 | С                                | D                                | C                               | В  | С                             | C                    | co       | Rule 2.420  |
| County Ordinance - Arrests  | P       | Α  | В  | В                  | С          | D                                    | С                                   |                                      | В  | С                                 |                                  | D                                |                                 | В  | С                             | С                    | CO       | Rule 2.420  |
| Probate Formal Administration Probate Other   | P       | Α  | C  | B                  | C          | D                                    | _                                   | E                                    | C  | C                                 | D                                | E                                |                                 | C  |                               |                      | CP       | Rule 2.420; §§28.2221(5)(a) & 733.604 (1)(b), F.S. Rule 2.420; §§28.2221(5)(a) & 735.201-302, F.S.  |
| Criminal Traffic  | P       | A A  | 8  | 8                  | c          | 0                                    | č                                   |                                      | В  | c                                 |                                  | D                                | B                               | B  | č                             | В                    | CT       | Rule 2.420(d) & (f)   |
| Juvenile Dependency   | c       | Λ  | В  | В                  |            | G                                    |                                     |                                      | В  | 8                                 |                                  | G                                |                                 | 8  |                               |                      | DP       | Rule 2.420(d), §§39.0132(3)&(4)(a), 39.822(3) & 27.511(6)(a), F.S.  |
| Juvenile Truancy  | С       | Λ  | В  | В                  | В          | G                                    | G                                   | G                                    | В  | В                                 | В                                | G                                | G                               | В  | В                             | В                    | DP       | §984.06(3) & §27.511(6)(a), F.8.  |
| Domestic Relations  | P       | A  | В  | 8                  | В          | D                                    | С                                   | E                                    | В  | С                                 | С                                | E                                | С                               | 8  | С                             | 170000               | DR       | Rule 2.420(d), §§28.2221(5)(a), 61.043(1), 68.07, 382.025(1), 382.0195(1), 409.2563(2)(d) & 742.011, F.   |
| Domestic Relations Adoption (FINAL)   | С       | Λ  | G  | D                  |            | G                                    |                                     | G                                    | G  | G                                 | G                                |                                  |                                 |  |                               |                      | DR       | §§63.162(1)(2) & 63.022(4)(i), F.8.   |
| DR Adoption (while open and pending) Domestic Relations - Paternity - sealed  | C       | Λ  | G  | B                  | 0          | G                                    | G<br>F                              | G                                    | G  | G                                 | G                                | G                                |                                 |  |                               |                      | DR       | \$§63.162(1)(2), 63.022(4)(), & 27.511(6)(a), F.S.<br>\$§742.011, 742.091, 742.16(9), 742.031(1), & 28.2221(5)(a), F.S.   |
| OR Violence Injunctions (all) Before Service  | c       | A  | 8  | В                  | G          | G                                    |                                     |                                      | В  | G                                 |                                  | G                                |                                 |  |                               | G                    |          | Rule 2.420(d)(1)(B)(xxIII), §§119.0714(1)(k)3, 28.22221(5)(a), 741.30, 784.046, & 784.0485, F.8.  |
| OR Violence Injunctions (all but sexual) After Service  | P       | Α  | В  | В                  | D          | D                                    | C                                   | E                                    | В  | С                                 |                                  | E                                |                                 |  |                               | C                    |          | Rule 2.420(d)(1)(B)(xxIII), SS119.0714(1)(k)3 & 28.2221(5)(a), F.S.   |
| Parental Notice of Abortion   | VOR     | Α  | G  | В                  |            | G                                    |                                     |                                      | G  | G                                 |                                  |                                  |                                 |  |                               | В                    |          | Rule 8.805(b), Rule 8.835, Rule 2.420(d)(1)(B)(vil), \$§390.01114(5)(e) & 390.01116, F.S.   |
| Sexual Violence After Service<br>Termination of Parental Rights   | VOR     | A  | B  | B                  |            | D<br>G                               |                                     | G                                    | B  | D<br>B                            |                                  | G                                |                                 | B  |                               | В                    | DR       | Rule 2.420(d)(1)(B)(xill) & (f), §119.071(2)(h)1 (b) or (c), F.S.<br>§§39.814(3) & (4), 39.822(3) & 27.511(5)(a), F.S.  |
| Extraction  | VOR     | ^  | B B  | В                  | c          | D                                    | D                                   |                                      | 8  | D                                 | 0                                | D                                |                                 | D  |                               |                      | CF       | 3335.514(3) & (4), 35.622(3) & 27.511(6)(8), F.S. Rule 2.420(d) & (f)   |
| Guardianship/Guardian Advocate (Developmental Disabilities)   | P       | Α.   | В  | В                  |            | D                                    |                                     |                                      | c  | c                                 |                                  |                                  |                                 |  |                               | В                    |          | \$§744.1076, 744.3701, 393.12 & 27.511(6)(a), F.S.  |
| Guardianship Miscellaneous/Professional Guardian  | P       | Α  | В  | В                  | C          | D                                    | С                                   | Е                                    | C  | С                                 | С                                | Ε                                | C                               | В  | С                             | В                    | GA       | §§744.1076, 744.3701, 744.2003 & 27.511(6)(a), F.B.   |
| Non-Criminal Infractions Juvenile Miscellaneous   | P       | ٨  | B  | B                  |            | D                                    |                                     |                                      | B<br>G   | G                                 |                                  | D                                |                                 | C  |                               |                      |          | Rule 2.420(d)  88999 PA(41.8 (2), 995 PA(42) 8.27 E44(5) 9.3 F.9  |
| Alscellaneous Firearms  | P       | A A  | B  | 8                  |            | G<br>D                               |                                     |                                      | В  | C                                 | c                                | D                                | В                               | 8  | 0                             | C                    | MM       | §§985.04(1) & (2), 985.045(2) & 27.511(6)(a), F.8.<br>Rule 2.420(d), §§119 & 790.055(4), F.8.   |
| Mental Health Miscellaneous   | P       | Α  | В  | В                  |            | D                                    |                                     |                                      | C  | D                                 |                                  | E                                | В                               | 8  |                               |                      | MH       | Rule 5.900, §§393.11, 765.105, 916.107(3)(a), & 415.1051, F.8.  |
| Risk Protection Orders  | P       | Λ  | В  | В                  | В          | D                                    |                                     | D                                    | В  | С                                 | С                                | C                                | C                               | C  | C                             | C                    | мн       | §790.401, F.8.  |
| Baker Act<br>Substance Abuse - Assessment/Trealment   | C       | Α Α  | B  | B                  | В          | G                                    | G                                   | G                                    | B  | 8                                 |                                  | G                                |                                 |  |                               | B                    |          | Rule 2.420(d), §§394.459(8) & 394.4615, F.S. Rule 2.420(d), §§397.501(7), 397.6760 & 27.511(6)(a), F.S.   |
| Substance Abuse - Assessment (realment<br>Suberculosis/STD Treatment/Other Confidential   | c       | ^  | B  | В                  |            | G                                    |                                     |                                      | В  | 8                                 |                                  | G                                |                                 |  |                               | В                    |          | \$§392.55, 384.27 & 27.511(6)(a), F.S.  |
| ncapacity   | P       | ٨  | В  | В                  | В          | D                                    | С                                   | E                                    |  | c                                 | С                                | E                                | C                               | В  | C                             | В                    | МН       | Rule 2.42D(d), §§744.37D1, & 27.511(6)(a), F.S.   |
| Alsdemeanor   | P       | Λ  | В  | В                  |            | D                                    |                                     |                                      | В  | С                                 |                                  | D                                |                                 |  |                               | В                    |          |   |
| Misdemeanor - sexual cases  | VOR     | Λ  | B<br>B   | В                  |            |                                      | D                                   |                                      | B B  | D                                 |                                  | D                                |                                 |  |                               | В                    |          |   |
| Municipal Ordinance Infraction Municipal Ordinance Arrest   | P       | A  | 8  | B                  |            | D                                    | C                                   |                                      | B  | C                                 | c                                | D                                | B                               | B  | c                             | C                    | MO       | Rule 2.420(d)   |
| Misdemeanor-Misc  | VOR     | A  | В  | В                  |            | D                                    |                                     |                                      | В  | D                                 | D                                | D                                | В                               | 8  | D                             | В                    | MM       | Rule 2.420(d)   |
| Parking   | P       | Λ  | В  | 8                  |            | D                                    |                                     |                                      | В  | С                                 |                                  | D                                |                                 |  |                               | C                    |          | Rule 2.420(d)   |
| Bmall Claims  | P       | Λ  | В  | В                  | В          | C                                    | C                                   | C                                    | C  | C                                 |                                  |                                  |                                 |  |                               | C                    |          | Rule 2.420(d)   |
| Fraffic infractions Any case marked sealed  | 0       | Λ Λ  | B  | B                  |            | D<br>G                               | G                                   |                                      | B<br>G   | G                                 |                                  | D<br>G                           |                                 | 8  |                               |                      | TR       | Rule 2.420(d)  Any case that has a SEALED Privacy at the case level   |
| Any case marked sealed<br>Any expunged case   | E       | Ĥ  | H  | Н                  |            | Н                                    |                                     | Н                                    | H  | Н                                 |                                  |                                  |                                 | Н  |                               |                      |          | Any case that has an EXPUNGED Privacy at the case level   |
| Bealed Family Law Case  | 0       | A  | G  | В                  | B .        | G                                    |                                     | 0                                    | G  | G                                 |                                  | -                                | 1 -                             | G  | 1 6                           | G                    |          | Case by case basis giving Party/Attorney access   |

#### Access Security Matrix (January 2023 v13)

|   |         |  |   |                                   |   | -                                   |   |  |   | 200300                                 | AV. 300                                   | 608   |   |                                       |     | T.   |
|---|---------|--|---|-----------------------------------|---|-------------------------------------|---|--|---|--|---|---|---|---------------------------------------|-----|--|
| Key to access codes  A = All but expunged, or sealed under Ch. 943, F.8.  B = All but expunged, or sealed under Ch. 943, F.8., or sealed by court order  C = All but expunged, or sealed under Ch. 943 or confidential under Fls. R. Gen. Prac. 8. Jud. Admin. 2.420, or by court order  D = All but expunged, sealed or confidential; record images viewable upon request  E = Case number, party names, dockets only  F = Case number and party names only  G = Case number only  H = No access |         | s and authorized court and clerk's office personnel,<br>g personnel of The Florida Bar (internal access by<br>authorization) | ids State Attorney's Offices, Office of Statewide<br>from, and the Florida Office of the Attorney General | 3. Alterneys of Record 4. Parties | Public in Geris' offices and registered users | 6. General Gov't and Const Officers | eneral public (without registation agreement) | led law enforcement officers of federal and Foreign or<br>e and local law enforcement agencies, Florida<br>ment of Cornections, and the Florida Department of<br>Law Enforcement | Florida Department of Children and Families | 10. Florida School Districts (Truancy) | 11. Commercial purchasers of bulk records | 12. Florida Office of the Public Defender<br>(Institutional Access only)<br>or of Criminal Conflict and Ovil Bestonal Counsel | (Institutional Access only)  M. Statewide Cuardian at Utem Office | 15. Justice Administrative Commission |     | **PVOR Statute List (F.S.): 787, 794, 796, 800, 825, 827, 847, 921,244 VOR is at the case level **VIVENABLE on Request (VOR) - to ensure that information is properly removed prior to public access, som case types and document types have a special electronic security called viewable on request belief to a clark, who performs a second examination of the document to the record at that point, instead, a request is generated to a clark, who performs a second examination of the document to remove personal identification information and information about the victims of sexual or child abuse crimes. After the clark has completed, the requestor then receives a notice that the document available for viewing. Once a document has been requested and reviewed, it is available for all future access without requiring a request/evel. |
| Case - ChargeiFiling Description  | PRIVACY | 1. Judge<br>Includir   | 2. Flo<br>Prosect   |                                   | 6   | 8-8                                 | 7.0   | 8. Outs<br>sta<br>Depart   | ai  |  |   | 13.0%   |   |                                       | UCN | Applicable rules and statutes  |

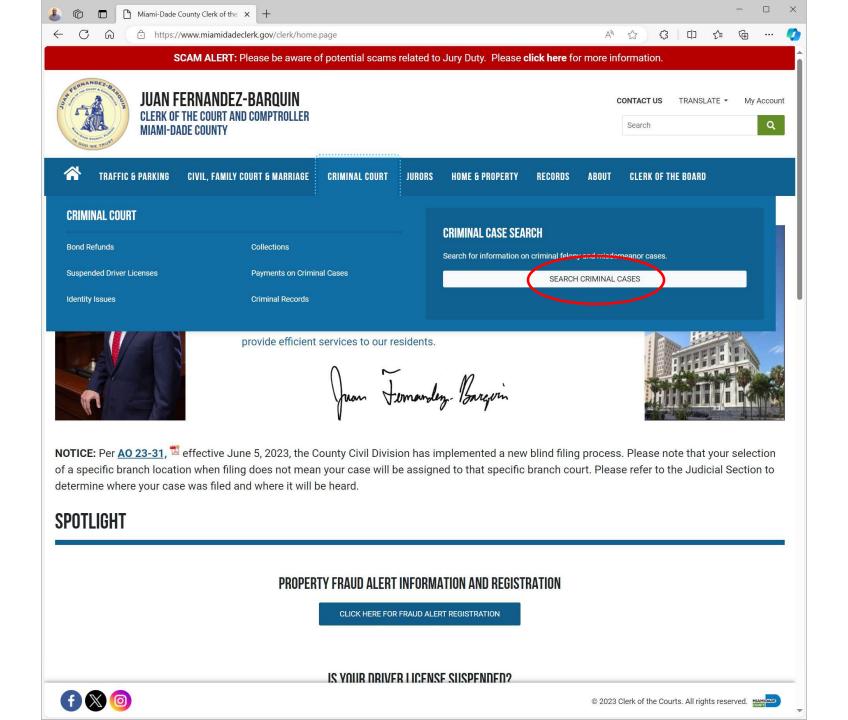
County Civil consists of County Foreciosure Circuit Civil consists of Mortgage Foreciosure





### To become a Registered

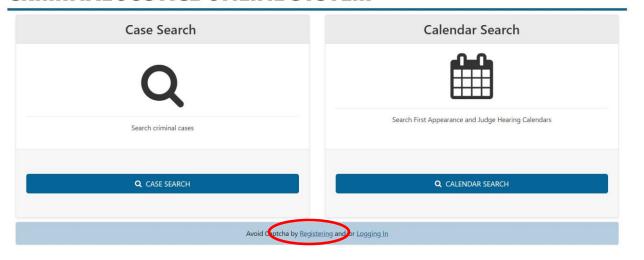
- 1. Go to our website: <u>User:</u> www.miamidadeclerk.gov.
- 2. Click on Criminal Court.
- Click on Search Criminal Cases.
- 4. Click on Registering.
- 5. Enter your email address
- 6. Select which service you are registering for.
- Enter your personal information and select Next.
- 8. Create your username and password, enter your security question and answer and then click on Next.
- 9. The website will display your information and then click on Finish.
- 10. If you are an attorney or work for an agency as identified in the ASM you will need to submit the Access Request Form.



FERNANDEZ.



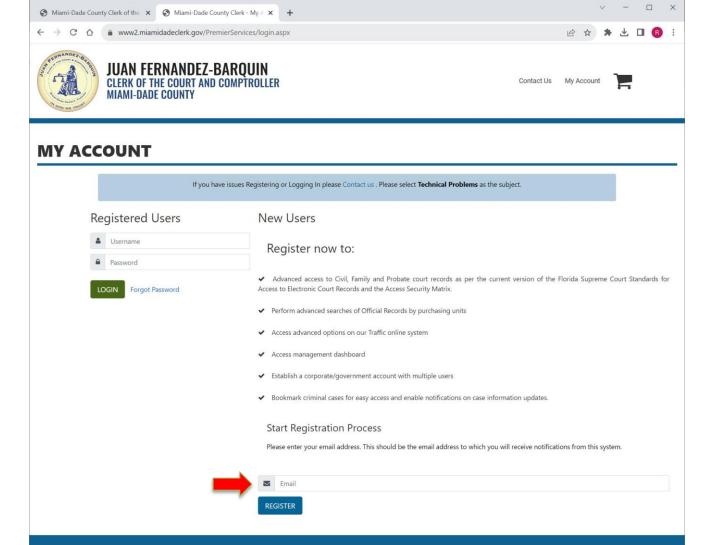
#### **CRIMINAL JUSTICE ONLINE SYSTEM**





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Help and Support

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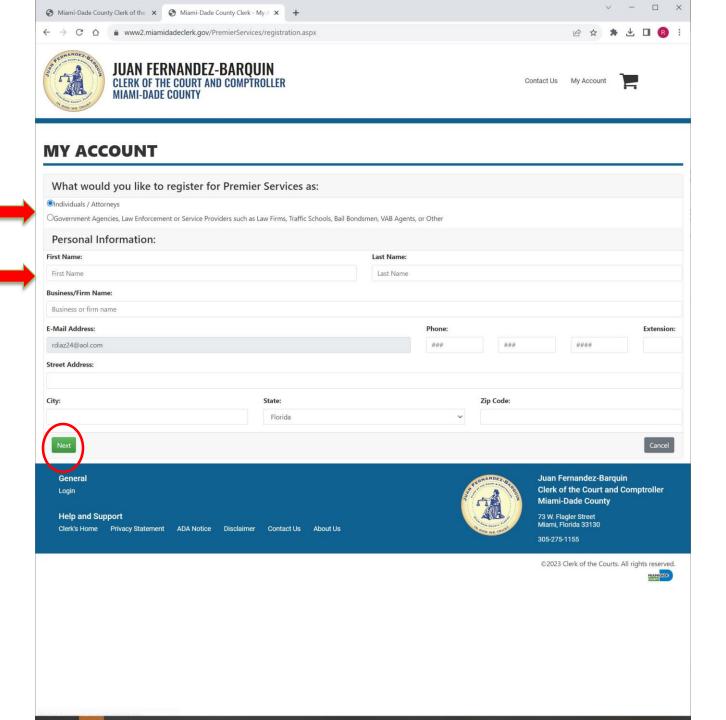
Juan Fernandez-Barquin Clerk of the Court and Comptroller Miami-Dade County

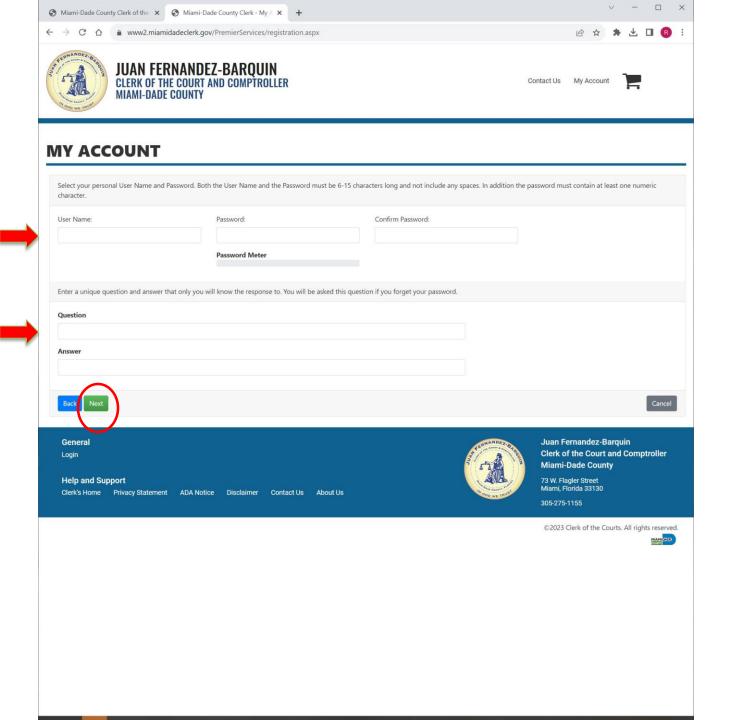
73 W. Flagler Street Miami, Florida 33130

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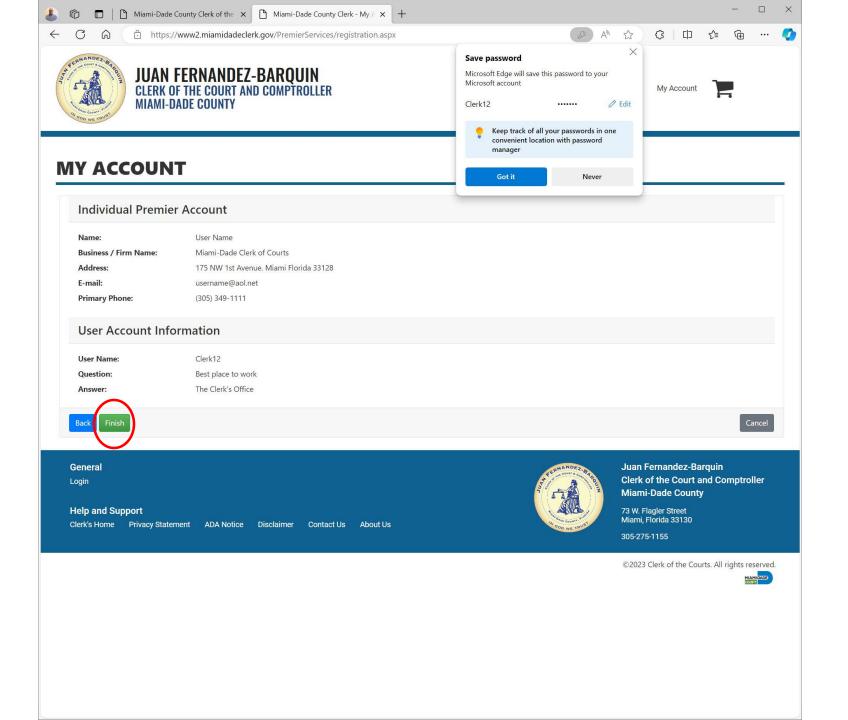


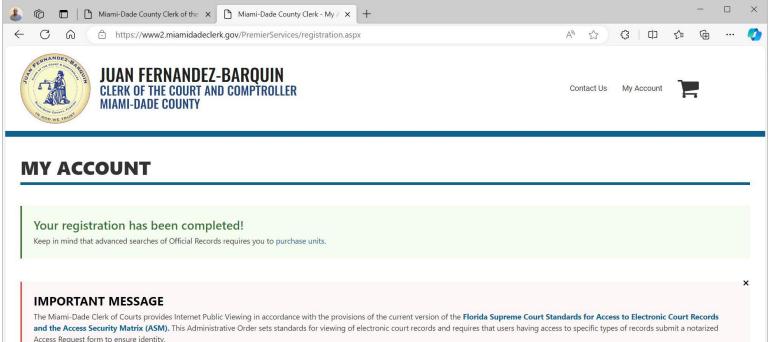












Access Request form to ensure identity.

If you are NOT an attorney and DO NOT work for an agency as identified in the Access Security Matrix, you are now able to search for cases using the Advanced Search button and view cases as provided in the ASM as a Registered User. A notarized form is no longer required.

If you are an attorney or work for an agency as identified in the Access Security Matrix, you will need to submit the ACCESS REQUEST FORM. The form is pre-populated with the information from your user profile. If any of the information shown in the form is incorrect, please close the form, update your information according account Management link and re-open the form. The form must be printed and notarized before either mailing it to the address located on the form or scanning and uploading it. You will receive an email once your form has been accepted, confirming that your access has been enabled.

In order to complete REGISTRATION OF YOUR GOVERNMENTAL OR OTHER AGENCY, please complete the form with the primary gatekeeper's contact information, notarize it AND have it signed by your agency's chief before sending it to the Clerk's Office via one of the two addresses listed. Please note that the primary gatekeeper will not be able to create new users for your agency until the form is

The current version of the Standards for Access to Electronic Court Records does not restrict viewing of County Recorder Official Records. As a Registered User, you will continue to have access to Advanced Searches of County Recorder Official Records without having to submit the above mentioned form.

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FERNANDEZ.



# THANK YOU AGAIN FOR YOUR PARTICIPATION!

**NEXTSTEPS:** We welcome your feedback. Should you have any issues or would like to provide feedback for consideration of future enhancements, please send the information via email to:

<u>TechServices@miamidadeclerk.gov</u>